

Minutes of a Workshop Session of the Board of  
Park Commissioners of the Downers Grove Park  
District held on March 2, 2017 at Lincoln Center,  
935 Maple Avenue, Downers Grove, IL 60515

Call to Order            President Cushing called the meeting to order at 7:00 p.m.

PRESENT: Commissioners Cushing, Gelwicks, Livorsi, Mahoney and Salaba; Executive Director, Bill McAdam; Director of Operations and Development, Geoff Penman; Director of Recreation, Jay Kelly; Assistant Director for District Services, Sara Rath sack; Assistant Director for Financial Services, Erik Brown; Superintendent of Parks, Kevin Rozell; Superintendent of Planning, Paul Fyle; Clerk, Pam Rank

ABSENT: None

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Pledge of Allegiance:       The Pledge of Allegiance was recited

Changes to the Agenda:       None

Visitors:                        None

Written Correspondence:       None

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**DISCUSSION ITEMS:**

**Capital Questionnaire**

Staff is looking for direction on how to proceed with capital planning. Questionnaires were filled out by each Commissioner to promote discussion.

Commissioner Gelwicks stated that there was a process in place and asked what needed to be changed.

Commissioner Cushing thinks that the current process needs refining.

Commissioner Gelwicks stated that the first project of the year is an unfunded project and that should not be the case.

Commissioner Salaba stated that vision for the future was needed.

Commissioner Mahoney said that the future vision was there but current projects remain the focus. She stated that the problem with future vision is that we can't move on them until the money is available.

The list is always there but new projects can happen at any time.

Commissioner Gelwicks suggested discussion earlier in the budget process.

Commissioner Salaba suggested reviewing the five-year plan on an annual basis and discussing it prior to the budget process, possibly in March.

Commissioner Cushing suggested prioritizing the five-year plan then go on the park tour and then discuss these projects and the wish list.

The timeline that was discussed is:

March/April – discuss projects

May/June – park tour

July/August – fine tune the “red-line” document

September/October – start the budget process

### **Lincoln Center Elevator**

Superintendent of Planning, Paul Fyle presented background on the elevator currently in place at Lincoln Center stating that it was installed in the mid-1970s and that replacement parts were no longer being manufactured. Consultants were contacted to inspect and evaluate the elevator. The renovation process design considerations may include: replacement of the control system and the hydraulic lift system; renovating the existing car interior; increasing the speed; replacing the door hardware and door sensors; and replacing the 40-year-old hydraulic cylinder.

Paul explained that several of these options would be alternate bid items when preparing the bid documents.

The Board determined that a discussion should take place regarding the future of the Lincoln Center.

### **Lincoln Center HVAC Replacement**

Superintendent of Planning, Paul Fyle presented background on the current HVAC system at Lincoln Center. Engineers evaluated the current HVAC system. They identified three possible levels of system replacement and estimated costs for each. The three options to consider are: RTU replacement with no upgrades; RTU replacement with enhanced temperature control; and RTU replacement with variable air volume (VAV) system. After much discussion the Board determined that bid documents should be prepared for both options 2 and 3.

### **RECOGNITION OF VISITORS**

None

Commissioner Cushing announced that the next Park District Board meeting will be held March 16, 2017 at the Village Hall.

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### **ADJOURN TO EXECUTIVE SESSION**

The meeting was adjourned at 8:58 p.m. following a motion made by Commissioner Mahoney and seconded by Commissioner Livorsi.

Roll Call:                   Ayes: Commissioners Mahoney, Livorsi, Cushing, Gelwicks and Salaba  
                                  Nays: None  
                                  Absent: None

### **FINAL ADJOURNMENT**

The meeting was adjourned at 9:09 p.m. following a motion made by Commissioner Mahoney and seconded by Commissioner Livorsi

Roll Call:                   Ayes: Commissioners Mahoney, Livorsi, Gelwicks, Cushing and Salaba  
                                  Nays: None  
                                  Absent: None

Respectfully submitted,

Tom Salaba  
Secretary